

IS MY DEPARTMENT READY FOR KNOWLEDGE MANAGEMENT?

Answer the following questions by checking the number that corresponds with your answer of *definitely not*, *somewhat*, or *definitely*. After you have checked your answers, calculate your score by adding up the numbers you circled. Compare your score with the chart located at the bottom of this page to find out if your department is ready for knowledge management.

RATINGS				
		Definitely Not	Somewhat	Definitely
1.	My department's strategy for the next one to three years is clear and I understand the goals and priorities that are most critical to the organization.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
2.	The most critical knowledge that my department needs to acquire or share has been defined and is well known throughout the organization.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
3.	How we recruit and retain people is closely linked to our business strategy, customer needs, and organizational knowledge needs.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
4.	The people who are most important to our department have been identified and are sufficiently valued.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
5.	We have a communication strategy in place that fits into our department culture, including various methods of media (emails, department meetings, newsletters, intranet, etc).	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
6.	Our departmental culture supports learning and sharing of information and ideas. People are rewarded for taking risks and encouraged to learn from making mistakes.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
7.	Human resources and training initiatives will support the rollout of a knowledge management system. Programs include: <ul style="list-style-type: none"> - Competency identification - Learning activities - Career development - Succession planning - Behavioral based interviewing - Performance management system 	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
8.	My training organization successfully completes the following: <ul style="list-style-type: none"> - Gets the right training to the right people when they need it - Uses various media to deliver training (web-based, classroom, video, documentation, etc). - 	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
9.	We have benchmarked with other departments and know which knowledge management solutions are best for our organization.	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>
10.	The leaders in my department support staff development and believe in investing for future learning development	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>

EVALUATION

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|---------------------------------------|-----------------------|---|
| <input type="checkbox"/> 25-30 | YOU'RE READY! | You and your department are well positioned for a successful knowledge management initiative. |
| <input type="checkbox"/> 20-24 | GETTING THERE! | You're on your way, but you need to take a closer look at some organizational issues to ensure success. |
| <input type="checkbox"/> 10-19 | NOT YET! | Your organization is not yet at the readiness stage. Find some champions in your department and start promoting knowledge management. |